

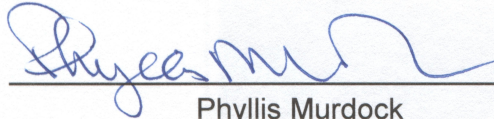
**BUTTE COUNTY PUBLIC HEALTH DEPARTMENT  
POLICY & PROCEDURE**

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**SUBJECT:** Disaster Animal Protection

**P&P #** 6104

**APPROVED BY:**



Phyllis Murdock  
Director, Public Health

**EFFECTIVE DATE:** 2/24/10

**REVISION DATE:**

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**Purpose:** By the authority granted to the Director of the Butte County Public Health Department, these Policies and Procedures are established to govern Disaster Animal Protection.

**Background:** For many people pets are part of the family. Every day companion animals provide valuable services. Farm and ranch animals play a valuable role in the agricultural economy of the County. Studies show that up to 60 percent of pet owners may not evacuate unless they can take their pets with them.

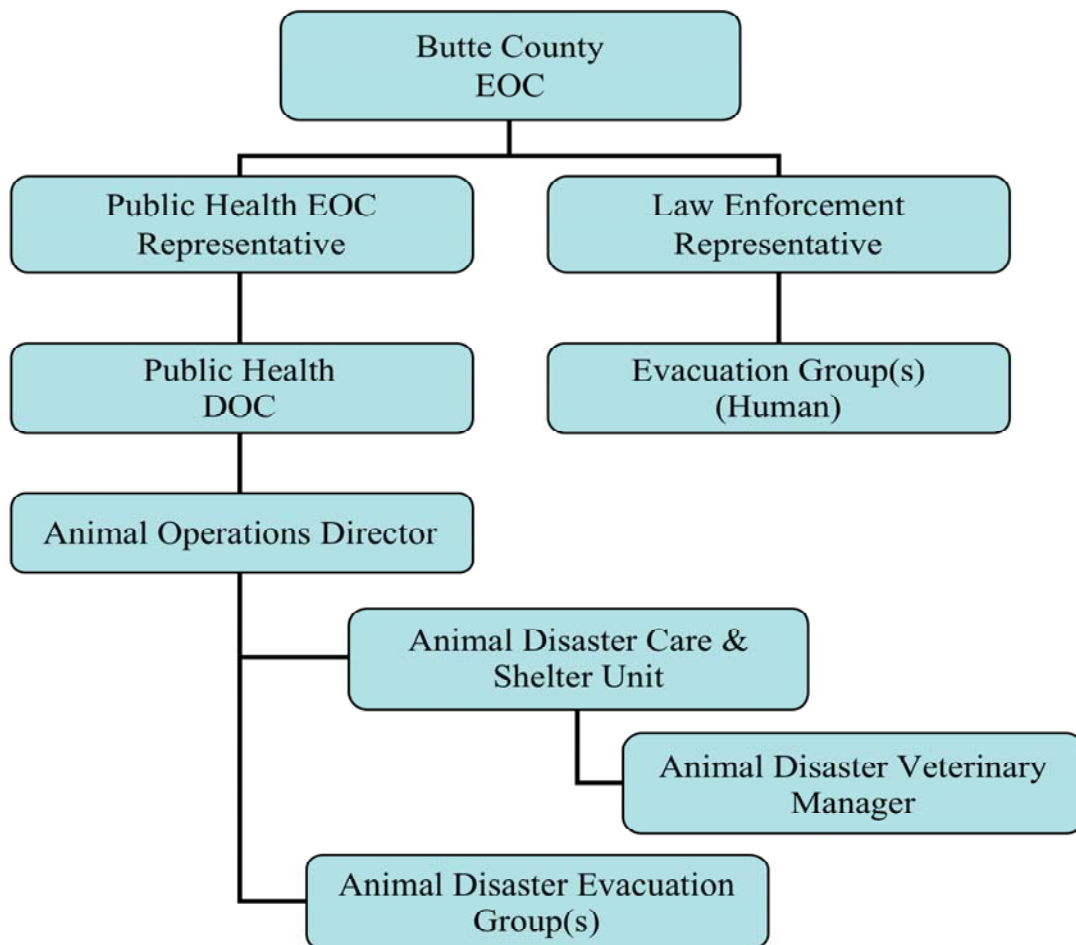
In Butte County an important partnership exists between Butte County Public Health Department, County Animal Control and the volunteer groups that work to save animals during disasters as well as the local and county emergency management agencies.

**Guiding Principals:** The Guiding Principles provide a basis for common understanding about the roles and responsibilities of all the partners in Disaster Animal Protection.

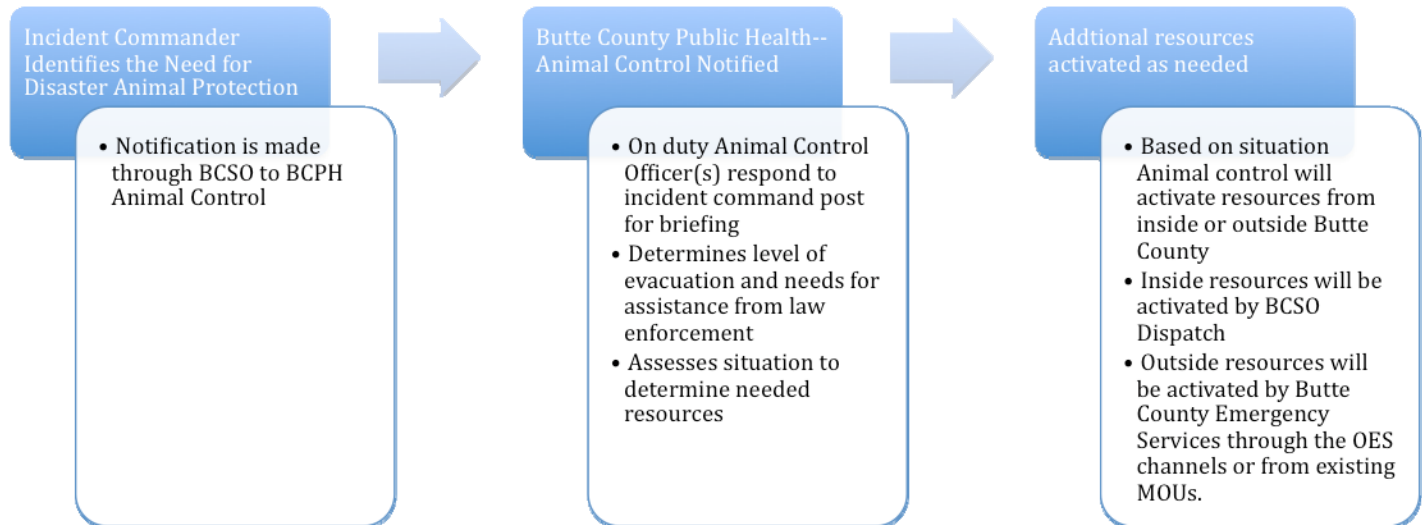
- Organizations will follow the principles of NIMS/SEMS and ICS—recognizing and anticipating the requirement that organizational elements will be activated and taking the necessary steps to delegate authority as appropriate; establishing incident facilities as needed, strategically located, to support field operations; establishing the use of common terminology for organizational functional elements, position titles, facilities, and resources; and the development of a written Incident Disaster Animal Protection Action Plan as indicated by the NIMS/SEMS and ICS
- The Incident Commander will decide activation, deactivation and geographic limits of activities of Disaster Animal Protection.
- Safety (including accountability) of humans will take precedence over the safety of animals. The Incident Safety Officer will evaluate the Disaster Animal Protection activities.
- For the purposes of Disaster Animal Protection animals will be categorized into three groups:
  - Valuable livestock (commodity livestock, and other animals as directed by Animal Control staff).

- Small household pets (pocket pets and companion animals)
- Dangerous animals (As defined by Animal Control staff and/or the Food and Agriculture Code)
- Designated cooperating agencies for animal rescue and shelter management will attend all Liaison Meetings if a Liaison Officer is activated.
- Public Information for Disaster Animal Protection will be through established channels approved by the Incident Information Officer. All releases will be with the approval of the Incident Information Officer.
- Disaster Animal Protection operational guidelines will mimic the FIREScope Field Operations Guide Section 20 “Protective Action Guidelines.”
- Butte County Public Health Department Animal Control will be the lead agency for Disaster Animal Protection.

**Figure 1 - Reporting Relationships of the Elements of Butte County Disaster Animal Protection**



**Figure 2 - Dispatching Process for Disaster Animal Protection**

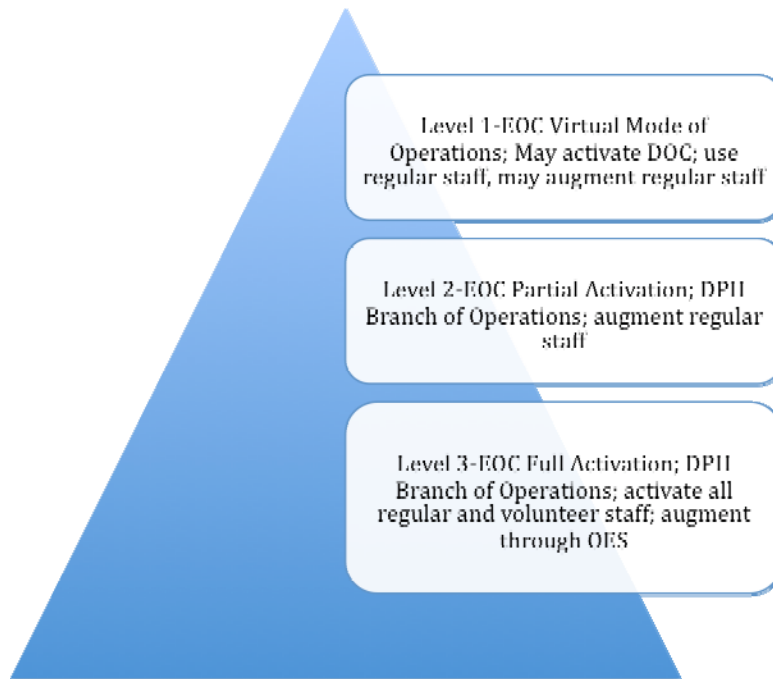


**Policy:**

- A. Relationships: Disaster Animal Protection is a function of the Butte County Public Health Department. During a disaster or emergency action the BCPH can work in a number of modes:
- Disaster level 1—County Departments are activated but operate in an EOC virtual mode. The BCPH can remain at a normal daily mode or 24-hour mode and can establish a Department Operations Center (DOC) to handle the emergency activities while handling routine operations simultaneously. BCPH staff in Animal Control would handle most animal rescues. As the incident escalates and the need increases, local volunteer groups, or any designated agency, as well as agencies through mutual aid would be activated to assist and meet the need. See Figure 2.
  - Disaster level 2—Some County Departments are activated. Some Departments report to the EOC for their functions as identified in the County's Disaster Plan. BCPH reports as a Branch of the Operations Section, if it reports to the EOC or if it operates a DOC. Animal Disaster Protection is one or more of the Operational Groups under the Public Health Branch. The number of Groups established will depend on the workload posed by the disaster. The Group Supervisor is a qualified person from County Animal Control or any designated agency.
  - Disaster level 3—All County Departments are activated. All Departments report to the EOC for their functions as identified in the County's Disaster Plan. BCPH reports as a Branch of the Operations Section. Animal Disaster

Protection is one or more Operational Groups under the Public Health Branch. The number of Groups established will depend on the workload posed by the disaster. The Group Supervisor is a qualified person from County Animal Control or any designated agency. BCPH can continue to operate a DOC.

**Figure 3-Levels of Emergency Activation for Disaster Animal Protection**



- BCPH will activate the DOC during a public health emergency as well as any time there is a significant activation of the BCPH function (such as the use of mutual aid resources). DOC Operation for a public health emergency, may make the BCPH an Operational Section, in which case Animal Disaster Protection would become Operational Branch.

- B. Training: Personnel operating under this plan will have as a minimum the following web-based training:

[IS-10 Animals in Disaster, Module A: Awareness and Preparedness](#)

**Course Overview:**

The purpose of this course is two-fold. Module A is intended to increase awareness and preparedness among animal owners and care providers. It includes sections on typical hazards, how these affect animals and what responsible owners to reduce the impact of disasters can do. It is also intended to help animal owners, care providers and industries to better understand emergency management. Module A will heighten awareness of the special issues that emergency managers need to consider when incorporating animal-care annexes into their emergency operations plans.

## S-11 Animals in Disaster, Module B: Community Planning

### **Course Overview:**

Module B is intended to guide emergency management officials and animal owners, care providers, and industries in preparing community disaster plans. The goal of Module B is to provide sufficient information for both groups to meet and develop meaningful and effective plans that improve the care of animals, their owners, and the animal-care industries in disasters. This course provides the basic background knowledge needed to develop a coordinated response to a disaster in which animals and their owners are affected. Further training with local or State emergency management programs is essential.

#### **C. Mobilization:**

BCPH will mobilize Animal Disaster Protection at the request of the Incident Commander, regardless of the level of County Emergency Activation. Activation and use of specific components will be at the sole discretion of the Public Health Director or designee.

#### **D. Logistical Support:**

Logistical support of Disaster Animal Protection will follow County guidelines. Failure to follow the guidelines can require individuals to personally reimburse the County for support or services obtained outside the County guidelines.

All purchases of materiel must receive prior approval for reimbursement. Purchases made without prior approval cannot be reimbursed.

#### **E. Compensation:**

Career staff will be compensated according to their employment agreement with their home jurisdictional agencies.

#### **F. Assignment length:**

Normal length of assignment for career staff or paid Disaster Service Workers is 14 days with one day off or twenty-one days with two days off.

Normal length of assignment for volunteers is three days with one day off and three/one day increments thereafter at the volunteers' initiative.

#### **G. Replacement:**

Disaster Animal Protection can be a daunting task and fatigue can be an important factor in safety management. Branch Directors and Group Supervisors are to monitor the fatigue level of workers in Disaster Animal Protection. Based on that factor they are to recommend through the chain of command for replacement of personnel. Replacements will come through the Office of Emergency Services (OES) mutual aid system.

**Procedure:** These procedures are drawn from and based on, in part, the FIREScope Field Operations Guide Chapter 20, PROTECTIVE ACTION GUIDELINES.

A. Introduction:

This section provides guidelines and procedures for protective actions for animals when hazardous conditions develop to the degree that emergency responders must take action to protect the public at risk and animals (either companion animals or livestock). Threatened or hazardous areas may be created by, but are not limited to: fires, hazardous materials, transportation accidents, floods, WMD incidents, civil disturbances, public health emergencies, etc.

Ideally, protective actions are progressive, usually initiated by alerting the public in the affected area, controlling access, sheltering in-place and finally by evacuation. However, these actions may be implemented simultaneously based on the hazard, complexity of the emergency, and the type and size of the affected area. The key to successfully conducting protective action for animals operations is sound planning.

B. Authority:

The decision to alert the public of a hazardous incident, restriction or closed access corridor and/or to evacuate an affected area is made by the Incident Commander. However, the authority necessary to carry out these actions usually rest with law enforcement. For example, the California Penal Code 409.5 provides law enforcement and health officers the legal authority to “close and/or evacuate” an area. Other states, counties or city jurisdictions may vary.

California 409.5 P.C. states:

1. “Whenever a menace to the public health or safety is created by a calamity such as flood, storm, fire, earthquake, explosion, accident, or other disasters, police officers, lifeguards, publicly employed full-time marine safety officers or local health officers may close the area where the menace exists for the duration thereof by means of ropes, markers or guards to any and all persons not authorized by the lifeguard or officers to enter or remain within the enclosed area.”
2. “Law enforcement may close the immediate area surrounding any emergency field command post activated for the purpose of abating any calamity enumerated in this section or any riot or other civil disturbance to any and all unauthorized persons pursuant to the conditions which are set forth in this section whether or not the field command post or other command post is located near to the actual calamity or riot or other civil disturbance.”
3. “Any unauthorized person who willfully and knowingly enters an area closed pursuant to subdivision (a) or (b) and who willfully remains within the area after receiving notice to evacuate or leave shall be guilty of a misdemeanor.”
4. “Nothing in this section shall prevent a duly authorized representative of any news service, newspaper or radio or television station or network from entering the areas closed pursuant to this section.”

Simply stated, whenever law enforcement/health officials feel that an area must be closed and/or evacuated to protect the public, 409.5 P.C. provides the legal authority to do so. If residents refuse to comply, that refusal should be noted and the Incident Commander advised of a non-compliance of the evacuation order. As noted at the

beginning of this General Order, many times the refusal to evacuate is caused by residents concern for the safety and welfare of animals.

While the law makes no specific requirements or allowances for animal protection during disasters, common sense dictates that consideration and coordination will speed the process, make it more effective and reduce the commitment of law enforcement personnel.

C. Organization:

In emergency operations, there may be several lead and support agencies involved. In an incident where one agency has a preponderance of responsibility for abating the problem, a single Incident Commander from that agency shall be appointed. In an incident where law enforcement, public health, and the fire department all have substantial responsibilities, a 'Unified' Command organizational structure should be formed. Incident Commanders from all departments will be named. Establishing a Unified Incident Command structure better integrates incident objectives and the development of Incident Action Plans. This results in a more efficient coordination process of incident operations thereby enhancing the safety of responders and the public.

Disaster Animal Protection will operate as a group or groups under the Public Health Branch in close coordination with the Law Enforcement Branch, both functional entities under the Operations Section. If the EOC or DOC is activated, the Public Health Branch may be activated at that level, in which case Disaster Animal Protection will operate more as an assisting agency.

D. Initial Assessment And Notifications:

1. Identify hazard and risk to the public; determine the affected area and plot on a map the identified page, alphanumeric grid and quadrant of grid. Example: TB Page 689 A4 Northeast quadrant.
2. Notify jurisdictional law enforcement agency of emergency situation and recommended protective action for threatened humans. This sets the stage for Disaster Animal Protection.
3. Ensure the Public Health Department Animal Control is notified with regard to recommended protective actions. Ensure if evacuation is planned then Animal Evacuation Centers are identified in safe areas. Note: The management of Animal Evacuation Centers may be delegated by BCPHD to qualified animal rescue/evacuation organizations:
  - a. Evacuation Warning – The alerting of people in an affected area(s) of potential threat to life and property. An Evacuation Warning considers the probability that an area will be affected and prepares people for a potential evacuation order. Disaster Animal Protection should take place at this point, it is particularly important that the evacuation involving livestock or large animals that must be moved by trailers take place at this time. Later in the incident and authorities may not permit the movement of large vehicles that could impede response vehicles into the area.

- b. Evacuation Order – Requires the immediate movement of people out of an affected area due to an imminent threat to life (one to two hours or less). At this point there is little time for the affected people to load their animals and move them. Competent Disaster Animal Protection Group staff should accompany law enforcement with trucks and cages to assist the affected citizens.
- c. Shelter-in-place – Advises people to stay secure at their current location. Note: This tactic will only be used if the safety of citizens can be assured by remaining in place, as evacuation will cause a higher potential for loss of life. Shelter in place may require Disaster Animal Group personnel to assist with feeding and veterinary support.

Rescue – Emergency actions taken within the affected area to recover and remove injured or trapped citizens. Responders have specific training and personal protective equipment necessary to accomplish the mission, i.e., hazardous material spill, swift water rescue, etc. Boundaries of the areas where rescue is planned should be identified on the incident map with notation that entry is restricted to authorized rescue workers only. Animal disaster evacuation related personnel will not assist with this situation. Should animal disaster personnel become specially trained in the areas noted above, authorization to respond would be on a case by case basis authorized by law enforcement or fire department personnel and/or public health administration.

- 4. Note: Depending on the size, type and complexity of the emergency, all of the above protection actions could be employed on the same incident.

#### E. Immediate Evacuation Checklist:

- ☐ Establish and co-locate the Incident Command Post (ICP) to include all cooperating agencies, i.e., law enforcement, fire, health department, local emergency management agency, etc. Disaster Animal Group will receive direction from the Public Health Branch. Initially the on duty Animal Control Officer will report to the ICP for direction; then he/she will establish clear liaison with law enforcement responsible for evacuation.
- ☐ Establish Unified Command when appropriate. Unified Incident Commanders should jointly assess and report incident potential and request adequate resources to accomplish agreed upon objectives. In a Public Health Emergency, the BCPH duty officer may be one of the Incident Commanders in unified command. As in other cases Disaster Animal Protection will have to work closely with Law Enforcement responsible for evacuation.
- ☐ With the Law Enforcement agency responsible for evacuation, jointly develop the incident Evacuation Plan; ensure that the planning process is conducted under the appropriate command process with input from lead and support agencies as required. Disaster Animal Group Supervisor will ensure that the Disaster Animal Group has authoritative presence at this meeting.
- ☐ The Disaster Animal Group should follow the Butte County Animal Disaster Plan and the authorities of the BCPH Policies and Procedures.
- ☐ Clearly identify on a map the area(s) that are under an immediate threat and/or an evacuation order.

- ☐ Clearly identify on a map the potential areas of risk based on spread of the incident. These areas may be identified as under an evacuation warning.
- ☐ Identify evacuation routes to nearest safe location. This information will be critical for animal shelter locations and should be shared with the local emergency services agency, Animal Disaster Group responsible for animal shelter identification and management. Evacuation planning should also consider timelines, transportation needs and contacts required for large animal evacuations.
- ☐ Identify on a map area/locations where shelter-in-place locations are designated. These areas may require verification by the Operations Section Chief and concurrence from the Incident Commander(s).
- ☐ Determine traffic Control Points. Control Points should be located on all sides of the incident and outside the threat area. The perimeter established for traffic control will depend on both the affected population and traffic density. Ensure that Disaster Animal Protection Group members have proper identification, approved safety clothing, and authority based on the closure levels to enter beyond the Control Points. All Disaster Animal Protection Group personnel must heed these requirements.
- ☐ Traffic closure levels - Display on incident and public information maps:
  - Level 4 – closed to all traffic, potential life hazard
  - Level 3 – closed to all traffic except emergency responders
  - Level 2 – closed to all traffic except emergency responders and critical resources, i.e., public works, electrical service, Animal Disaster Group members.
  - Level 1 – open to above resources and residents only
- ☐ The completed Evacuation Plan should be distributed to all command and general staff members and their subordinates. Additionally, copies should be distributed to all lead and support agencies, local elected officials and the respective county or city emergency operations centers.

F. Re-Entry Planning Checklist:

- ☐ Identify re-entry date and time
- ☐ Identify area(s) to be re-entered
- ☐ Type of re-entry, homeowner/landowner only with identification or general public
- ☐ When re-entry is approved, the Animal Disaster Group will need to have the animals prepared for release to their owners.
- ☐ Considerations:
  - Is the threat mitigated?
  - Are power lines secured?
  - Are transportation systems hazards mitigated, i.e., roads cleared, bridges inspected, hazard trees removed, etc.?
  - Incident Commanders' approval granted
  - Local law enforcement and fire agencies' approval granted
  - Other local emergency service agencies' approval granted (911 service)
  - Utility agency informed and supports decision
  - Local EOC notified and approves

G. Safety:

Disaster Animal Group personnel are not permitted to operate in areas that the incident commander has designated as closed due to health and safety concerns. These areas will be identified on the evacuation plan. ICS-215A Incident Safety Worksheet should be used to evaluate the potential hazards and provide correct mitigations.

In addition, with the assistance of the Incident Safety Officer, the Animal Disaster Group Leader will prepare a safety checklist for the use of personnel assigned to the group. Included on this list will be both incident safety information as well as animal safety information.

Regardless of the above, Animal Disaster Group personnel should not operate outside of their specific training and scope of practice.

H. Mobilization:

1. Whenever any emergency incident requires a potential evacuation or an evacuation of more than a few households, disaster animal protection should be a consideration of the Incident Commander(s). This should be done, if for no other reason than to speed up the evacuation process.
2. Once the decision is made to evacuate an area of humans, the incident commander or designee will notify local law enforcement who in turn will notify BCPH Animal Control.
3. Through the BCSO dispatch, the Butte County Animal Control supervisor or duty officer will be notified of the evacuation.
4. Butte County Animal Control staff will assess the situation including the location, weather, type of incident, access, time of day and time for evacuation (window of opportunity), area to be evacuated, population affected, potential numbers and kinds of animals (large animals, livestock, and/or companion animals), available shelters, pens and cages.
5. Based on the above assessment the Butte County Animal Control supervisor or duty officer will mobilize enough career Animal Control Officers and volunteers to perform Disaster Animal Protection. These additional resources will be dispatched by the BCSO dispatch after the Butte County Animal Control supervisor or designee approves the plan (either verbally or in writing). The Duty Animal Control supervisor or designee should note all actions in this regard in their Unit Logs (ICS-214).

I. Assignments:

1. The Public Health Branch Director will make the assignments and develop the action plan.
2. One member of the career staff or volunteer group, qualified as a group supervisor, will become the Animal Disaster Evacuation Group supervisor. (If span of control principles require it, additional Disaster Animal Evacuation Groups can be formed).
3. A second group—Animal Disaster Shelter Group will be necessary to receive and care for the animals. Here again a qualified group supervisor will be required and assigned. (If span of control principles require it, additional Disaster Animal Shelter Groups can be formed).

4. Once the evacuation is underway additional tasks will require formation into groups, task forces, single increments, or technical specialties. These could include the following:
  - Veterinary care
  - Feeding
  - Exercise
  - Cleaning
  - Assistant Safety Officer
  - Assistant Supply Unit Leader
  - Assistant Security Officer
5. Group Supervisors are responsible to monitor fatigue among the workers and ensure appropriate work rest cycles are followed. Additional personnel should be obtained through local resources then through the OES system. Request resources through the Public Health Branch then Operations Section Chief using ICS-213 General Message Form to accomplish this. Retain the sender's copy for records. The request should be very specific as to the nature of the assignment, the number of personnel needed, the length of the assignment, the specific time and date needed and the reporting location. The same process is used to order supplies. For specialty items, provide a source of supply if possible. In all cases both personnel as well as supplies, obtain a tracking number from the Supply Unit. The more detailed information the greater the likelihood of receiving the correct resource.
6. Volunteer workers, even if being paid as Disaster Service Workers, have regular jobs and other responsibilities outside of the Disaster Animal Protection functions.
  - They should notify the Group Supervisor of their situations so that relief can be obtained in a timely manner.
  - Likewise, Group Supervisors should inquire among the volunteers about the length of the commitment they can make to the incident. Group Supervisors should keep a record of days and hours of work, work rest cycles, and dates for relief. The Group Supervisors and Public Health Branch Director should share this list.

J. Logistics:

1. Personnel: Personnel resources are obtained through the Personnel Unit in the Logistics Section in the case of an EOC or from the Supply Unit in the case of an incident base. Regardless of the situation personnel requests are made using ICS 213, General Message Form (3 parts).

The request must include the following:

- Date and time of request

- Date and time the resources is needed. Be sure to allow time for processing the request, reaction time of the resources, and travel time to the incident.
- Exact reporting location.
- As specific a description of the need as possible. For example: “Large animal veterinary services for 100 horses for two weeks,” or “labor to clean cages and pens for 250 companion animals.”
- Additional clarifying information such as: “Will need own transportation”.

Sign the request. Take it to Supply or Personnel and have them sign it and retain the center copy of the form. Obtain a resource tracking number. When the resource is identified a copy of the request will be returned giving contact information and ETA.

**When a resource actually arrives on scene, before starting to work, they must go through the check-in process.**

2. Supplies:

There are three classes of supplies: Property, non-consumables, and consumables.

- a. Property: Property is defined in the County Code and meets certain requirements of type and value. Even in emergencies property cannot be purchased without Board of Supervisors approval. Normally during emergencies the County will rent property.
- b. Non-consumables: Non-consumable supplies are similar to property in that they are items that do not wear out or are consumed during use and they must be accounted for and/or returned to the logistics section upon cessation of use
- c. Consumables: Consumables are exactly as the name implies. Their use destroys, uses up or alters their state such that they can no longer be used for their original purpose.

K. Procurement:

Procurement of logistical support comes from many sources. There may be resources needed for the incident that cannot be obtained by what some might consider “normal means”. For example, the Disaster Animal Protection Group (DAPG) may need a laptop computer to maintain status of workers. The DAPG puts in a request to the supply unit for a laptop computer. The Supply Unit directs the DAPG to rent one from a vendor in Chico. The DAPG sends a courier to rent the laptop from the vendor; at a weekly rental that almost equals the cost of the computer. At the end of the two-week rental period, the rental cost exceeded the retail cost of the laptop computer. However, because the item is property and requires special action to purchase, it has to be rented at a higher cost. Not only that, at the end of the rental period the vendor may offer it to the County, but the county may not be able to accept it.

The first step in procurement is to determine the procurement process from the Supply Unit Leader or in the absence of an SUPL then the Logistics Section Chief.

The second step in procurement of materiel is to make complete requisition for the item(s). Requisition forms can be obtained from the incident Supply Unit or use the ICS-213 General Message Form, or from the Logistics Section. When completing a requisition (the forms will vary from incident to incident and place to place) it is critical to describe what is needed in detail. The more information the better, include the make and model. If the make and model is not critical, but describes the item, write "or similar". In the case of specialty items, indicate a possible vendor. Also be very clear as when and where the item is needed and if delivery is expected.

When giving a requisition to the Supply Unit, review the requisition with the SUL, make sure it is complete and the Supply Unit understands what is needed and can deliver.

In some cases the Supply Unit will direct the DAPG to purchase or rent items directly from a vendor. Even in that case, make out a requisition form and give a copy to the Supply Unit with direct purchase noted. Retain the receipts and attach them to the requisition.

#### L. Demobilization:

Demobilization should be considered upon mobilization. As an incident progresses elements can be demobilized while other elements are being mobilized.

Regardless, every incident has finality and eventually everyone returns to his or her normal life. Planning for this early in the mobilization process ensures that it proceeds smoothly when the time arrives to release personnel and resources.

In addition to monitoring fatigue, group supervisors should also be concerned with emergency workers pre-planned events (such as vacations or weddings) and personal emergencies or injuries that may require the release and demobilization of single increments. While out of the ordinary they require the same demobilization process as planned releases.

Large-scale incidents will have a demobilization plan developed by the planning section that will establish the policies and procedures for demobilization.

Irrespective of the existence of a written demobilization plan, the incident commander, or in the case of an EOC the EOC Director, has sole authority to release resources. Resources cannot be released without his or her expressed approval.

#### M. Deactivation:

When Disaster Animal Protection resources are demobilized they should return to the site of their initial mobilization for deactivation. Deactivation will include turning over supplies and equipment obtained during activation from BCPH and a debriefing so that valuable lessons learned can be recorded and used in future training and

developing guidelines. Once this is complete, someone in authority from BCPH will release the resources to return to the normal lives.

All documents developed by members of the Disaster Animal Protection group should be turned in to the Documentation Unit.

The Butte County Public Health Director may, at the conclusion of the event, make available a critical incident stress debriefing (CISD) for animal control staff and volunteers.

N. Retrograde:

At the conclusion of an incident, surplus materiel goes through a process called retrograde.

- Property is returned to its rightful owner or the custody of the employee to which it is assigned. Property inadvertently obtained is sent to General Services for proper disposition.
- Non-consumables are evaluated for condition and potential future use. New items are returned to the vendor, if possible. Items in good condition and that can be reused are stored, if storage is available and less costly than purchase at a later date. Otherwise, non-consumables are usually turned over to General Services for surplus sale.
- The incident releases consumables to General Services for either return to the vendor or County use.

O. Disaster Service Workers:

Volunteers and career staff working in Disaster Animal Protection can be enrolled as Disaster Service Workers. It is the general policy of the County to do so. The following applies to the volunteer component of Disaster Animal Protection.

1. **Registered DSWs:** A disaster service worker volunteer is *"...any person registered with an accredited Disaster Council...for the purpose of engaging in disaster service...without pay or other consideration."*<sup>2</sup>

Registered DSW volunteers are persons who have chosen to volunteer their time to assist a disaster or emergency services agency in carrying out the responsibilities of that agency.

The person must be officially registered with the accredited Disaster Council; and not receive any pay, monetary or otherwise, for the service being provided.

"Disaster service worker" includes public employees performing disaster work that is outside the course and scope of their regular employment without pay...". (Labor Code, §3211.92(b)).

The definition “...also includes any unregistered person impressed into service during a state of war emergency, a state of emergency, or a local emergency by a person having authority to command the aid of the citizens in the execution of his or her duties.”

DSW volunteers are used throughout the state to augment first responder and rescue teams in a state of war, state of emergency, or a local emergency disaster, and to assist in recovery activities following a catastrophic event. The DSW volunteer classifications approved by the California Emergency Council are listed below. If accredited Disaster Council determines it needs volunteer disaster services not included in one of these classifications, the Council may contact the Governor’s Office of Emergency Services, DSWVP Coordinator.

## **2. Animal Rescue, Care & Shelter Laborer:**

Communications Law Enforcement

Community Emergency Response Logistics

Team Member Medical & Environmental Health

Finance & Administrative Staff Safety Assessment Inspector

Human Services Search & Rescue

Fire Utilities

Disaster Service Worker volunteers are registered in order to:

- Assist the emergency organization in advance disaster planning
- Assist in the dispatch and management of resources
- Facilitate administration of the loyalty oath, as required by law
- Protect the interests of volunteers who provide direct services to government agencies
- Provide documentation required for workers’ compensation coverage under the DSW Program.

Volunteers, as well as the emergency authority administering the oath, should sign and date the registration form. If under 18 years of age, the signature of a parent or legal guardian is required.

It is illegal to retroactively register a volunteer as a DSW volunteer. For example, if a person has been active with a volunteer organization for some time, but not registered, and is injured, it would be illegal to register them after the injury in hopes the DSW Volunteer Program would cover the injury.

Registered DSW volunteers may file a claim for injuries sustained while engaged in the following activities:

- Performing disaster service, including travel to and from the incident site, when called to duty during an emergency or disaster, or while participating in a search and rescue operation.
- Participating in an authorized and documented, planned disaster training activity or disaster exercise. Coverage for these activities does not include travel to and from the training site.

3. **Outside responders:**

California maintains a large and robust system of mutual aid and assistance by hire through the County Emergency Services Officer and the Governors Office of Emergency Services.

When the needs of Disaster Animal Protection exceed the capabilities of local career and volunteer staff the Director of the Public Health Branch or Department Operating Center (DOC) will make requests through proper Office of Emergency Services channels as described in the Butte County Emergency Operations Plan. It is essential that the Branch Director recognize these needs early. The process of obtaining resources through the system can take many hours, particularly for obscure capabilities. Then the reaction time and travel time needs to be added into the equation.

Outside responders will also need support in the way of sleeping accommodations, feeding and in some cases transportation. This can be a challenge as local hotels may be filled with responders and evacuees. The Logistics Section should take care of these needs but DAPG needs to be aware of the complexity involved in this process.

4. **Response to non Butte County incidents:**

When properly requested through proper Office of Emergency Services channels to the Director of the Department of Public Health or designee, Butte County personnel, can accept assignments for which they are qualified throughout the state and nation, with proper pre-approvals.

**CANCELLATION**

The Policies and Procedures contained herein remain in effect until superseded or cancelled at the direction of the Director of the Butte County Public Health Department.